



August 1, 2014

Weekly Report

A Highlight of Departmental Activities

The Weekly Report showcases the activities and accomplishments of the many Departments within Rutherford County Government. Click on the Directory list, department headings, icons and text in blue to be linked to more infor-

What's Inside

[Airport](#)

[Board of Elections](#)

[Building Inspections](#)

[Clerk to the Board](#)

[Cooperative Extension](#)

[County Manager](#)

[Economic Development](#)

[Finance](#)

[Fire Marshal/Emergency Management](#)

[Human Resources](#)

[Information Technology](#)

[Library](#)

[Public Works and Planning](#)

[Register of Deeds](#)

[Revenue](#)

[Senior Center](#)

[Social Services](#)

[Soil and Water](#)

[Solid Waste](#)

[Tourism Development Authority](#)

[Transportation Services \(EMS/Transit\)](#)

[Veteran Services](#)

Special Announcements

[Subscribe](#)



R.O.C



You are cordially invited to a
Ribbon Cutting for the
Thermal Belt Rail-Trail of Rutherford County

August 7, 2014 ♦ 6:00 p.m.

Trail Side, Main Street, Spindale,
across from the Spindale House

Hosted in Partnership by Rutherford County,
Rutherford Outdoor Coalition, and RHI Legacy Foundation

***Did you know that we have profiles on all of these?
We are always looking for content to add!***



[Airport](#)

The Airport sold 723.90 gallons of 100-LL fuel and 952 gallons of Jet A. Prepaid customer fuel sales totaled 1,194 gallons and \$40,000; \$200 received in hanger rent; and \$111.21 in cash sales.

[Board of Elections](#)

The Board of Elections staff have been packing and sorting as they prepare to move our office next month. The Director has attended meetings regarding the move and testified in court this week on an election related case. Staff processed the semi-annual National Change of Address mailings - sending out over 400 cards to voters who have listed a change of address with the post office.

Building Inspections

The Building Inspections Department has issued 68 permits totaling \$7,909 in fees. Inspectors have conducted 346 inspections. The Director has continued to work closely with the designer, the Planning and Public Works Director, the Board of Elections Director, and the Environmental Health Director for the relocation project. Staff have also continued to work with Tryon Equestrian Center and Lake Lure Classical Academy on their respective projects also.

Clerk to the Board

Commissioners attended a presentation of an official print of a resolution honoring the late Robynn Spence by Representative Mike Hager to members of the Robynn Spence family. On Tuesday staff participated in the Wellness Fair at the County Office Building. County Commissioners had a special meeting on Thursday to review the agenda for the regular August 4 meeting. Friday was spent preparing for the Commissioners' meeting to be held on August 4.

The Public Information Clerk continued working with staff on several public information and records requests; sent out three media releases; coordinated planning and logistics with Public Works and Planning staff, ROC, and the Town of Spindale for the ribbon cutting on the rail-trail on August 7; delivered the first eNewsletter for the county (click [HERE](#) to view); assisted the Project Manager on the completion and release of the Community Project Grant [Application Information Packet](#); eMedia impressions that staff currently track from the County's social media accounts was 10,919 for the last week (and some metrics are still coming in) - this means that our messages had a reach of nearly 11,000 views (Twitter, Tumblr and FB) thanks to some great supporters out there; and we are always looking for content and ideas for sharing the news, services and programs found throughout our departments.

Cooperative Extension

The Family and Consumer Sciences staff attended a discussion group for NCCE Branding; assisted with West District 4-H Sewing Camp; followed up Kids & Chefs program; and prepared for county employee Health Fair.

County Manager

The County Manager held his weekly project update meetings with the department heads for Economic Development, Solid Waste, Public Works and Planning, as well as, the County Attorney. He attended the presentation of the official print of a resolution honoring the late Robynn Spence by Representative Mike Hager and met with staff to discuss the phone system on Monday. On Tuesday, the County Manager met with the Director of Soil and Water, participated in a conference call and visited the Employee Wellness Fair. On Wednesday, work continued on Agenda preparation and he participated in the special meeting (agenda review) on Thursday. The County Manager attended a Youth Empowerment meeting, Airport operations meeting and held conference calls with the Town Manager of Lake Lure and the Smoky Mountain Center.

Economic Development

The Executive Director met with the County Manager to review current economic development activities; provided leadership and coordination to advance the work associated with IDF grant awarded to the Town of Spindale in support of Team Air; received Statement of Qualifications packages for the Gateway West Commerce Park Project; assembled an evaluation committee consisting of Danny Searcy, Blake Bostic and Matt Blackwell to review the SOQs; coordinated and reviewed the SOQs with the evaluation committee to identify the most qualified firm to negotiate civil and site design services for the Gateway West Commerce Park Project; prepared and submitted items for the upcoming Board of Commissioners agenda; and met with IT staff to formulate a plan to address A/V needs at the EDC office.

The Project Administrator networked with existing industry via visits, phone calls and email, provided feedback and scheduled upcoming visits; met with NC Works: 1,000 in 100 team to identify business targets for upcoming visits; discussed how the NCDOC initiative will interface with Rutherford County's ongoing existing industry program; attended NC Works software webinar; and updated department website with current news and events article.

The Economic Development Assistant reviewed the software needs for the grants administration office laptop and coordinated with IT to have those programs uploaded; distributed the attorney's draft of the bill of sale and commencement memorandum for the GoldenLEAF equipment lease to all parties for comment review; worked with the Finance Department to prepare for the upcoming GoldenLEAF equipment lease transaction; assembled additional information in response to a request for public information; assembled comments from the EDC marketing subcommittee's review of the Gateway West marketing piece; worked with the marketing firm to incorporate the recommended changes and authorized the marketing firm to proceed to print.

Finance

The Finance Director has completed the update for the financial system with the budget as adopted for Fiscal Year 2014-15. The Director and Assistant Director attended the Commissioner Pre-Agenda meeting. The Director, Assistant Director, Financial Analyst, Human Resources Director, HR Assistant and Information Technology staff participated with an on-site training with Keystone. The Finance Office has processed accounts payable this week and has begun to process the upcoming payroll.

Fire Marshal/Emergency Management

The Fire Marshal/Emergency Management Director conducted two origin and cause investigations; secured resources for and continued planning for upcoming emergency exercise; scheduled and attended various meetings; and continued work on developing template for new radios.

Human Resources

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Welcome new hires Karen Hudgins (p/t RN Detention), and Jessica Goode (DSS). Employees that have left the service of Rutherford County are Josh Johnson (Sheriff). The Director held several phone calls with the Retirement System, hosted the employee Wellness Fair, met with Aflac representatives, attended a meeting with County Manager and Kerry Giles, and attended the Agenda Review meeting of the Board of Commissioners. The Director also attended the funeral service for Tonya Buchanan, sister of Chief Deputy Jeff Buchanan. Please keep Jeff and his family in your prayers. Current postings include two part time airport attendants. Apply @ www.rutherfordcountync.gov.

Information Technology

Information Technology is working on plans to move BOE/BI/Health to the Rutherford Plaza so we are working on Network and Electrical plans. Data migration for the new Revenue software is going fairly well, the billing is almost live and collections will be live when we get to a point of printing/mailling bills, so we will be operating two tax systems for a few weeks to make sure all data is correct and complete.

IT continues working on budget items that were approved. Please feel free to send the Director an email about your request and she will let you know if you were approved. Many things were not approved.

Please remember that IT has an open door policy, even though we have track-it to keep up with your needs, our door is always open to discussion.

** Remember trackit@rutherfordcountync.gov, for IT, Maintenance, or VoIP needs.



Over the next few weeks, bins like this one will be finding their way to all of the County's Solid Waste facilities. These textile recycling bins are part of a program to divert clothing, shoes, towels and more away from landfills and into an "upcycled", recycled, or otherwise reusable item.

A bin is temporarily on display in the County office building.

Library

The Director began work on the State Report, added records from the Old Tryon Genealogy Library to the CMC database, placed an order for AV items for the three libraries and sorted donated and discarded books for the book sale in October.

April and Kenneth attended a meeting in Concord with the Director of NCLIVE where they learned about significant changes coming in January 2015. NCLIVE will have new services available (online language learning with 80 available languages, new business research databases, and a new ebook service), but will also be cutting many of the research databases currently available and replacing them with comparable databases from a different vendor. This is the largest change NCLIVE has made to its offerings in 15 years and library staff will begin training in August to be ready for the January launch of these new services.

The Fizz, Boom, Read! Summer Reading Program ended with a “bang” this week with Celebration Parties at each of the libraries. Dr. Jeannie, Mad Scientist, led the children in a fun, educational program about the different kinds of science with stories and activities to go along with them. Each child that participated in the Reading Club received their certificates and prizes provided by the Rutherford County Library Society and the Mountains Friends of the Library groups, with every child receiving a small gift and snacks as they left.

Senior Programs are back at the Mountains Branch Library. Every first Friday of the month seniors can enjoy various speakers, events, craft demos, and line dancing instructions all the while meeting others in the community over a free lunch provided by the Hickory Nut Gorge Outreach. August 1st Lake Lure Chiropractic will be discussing “Posture for Seniors” starting at 10:15 in the Library Community Room.



Public Works and Planning

Maintenance had a very busy week responding to trackit work orders, completing repairs and requests of facility maintenance, and groundskeeping. The garage has been slammed this week with multiple service calls, repairs, and inspections in addition to beginning installation shelving and improvements to our current bench stock inventory of vehicle parts. Planning and Projects has worked a demanding week in partnership with Building Inspections to help facilitate the timing and priorities of moving the lease agreement forward in addition to coordination and bidding/negotiations with contractors and vendors. Staff have also been working in conjunction with DOT in preparing for the upcoming Commissioners meeting. In addition, Planning and Projects continues working with regulatory agencies and contractors in Queens Gap, Greyrock, historical Gilbertowne and Biggerstaff properties. Lastly the 2014-2015 Community grants project has been finalized and we encourage applications from all communities – please encourage participation.

The Garage had 4 preventative maintenance calls, 11 repairs, 9 tire service calls , 5 other call and no accidents.

Register of Deeds

The Register of Deeds Department made 12 copies resulting in cash receipts of \$44, processed 192 real estate records with \$14,649 received in cash, and processed 118 vitals, receiving \$1,830. A total of 322 transactions were made with a total of \$16,523 in cash received.

Revenue

The Revenue Department answered 575 phone calls, and assisted 247 citizens who came in to the office and assisted 31 PUV customers. We had 69 deeds recorded, 43 deeds were transferred and 17 new accounts were set up. 29 Deeds were certified. We processed 4 splits, 1 merge, 1 acreage adjustment, 3 estate transfers and created 11 new maps. We also had 3 pre-permit issued, added 2 new E911 addressees and updated 55 addressees with ownership information. Appraisers completed 435 field reviews and 5 building permits. We had 122 citizens pay at the counter. The department had electronic payments consisting of 9 by credit/debit, 15 by website, and 6 by phone. Enforced collections consisted of 22 garnishments, 32 prepaids, 3 employer lists, 50 attachments, 9 overpayments, and 28 newspaper issues, 3 payment plans, and 2 debt setoff. Staff worked 3 data requests, 8 exemptions, 13 mail out letters, 20 VTS assists, and 18 bankruptcy payments/issues. 99 pieces of mail were received and processed. We completed 1 discovery, 28 releases, and 32 refunds. The November cycle of 3,806 motor vehicle renewals has just been received.

Senior Center

The Senior Center welcomed Chad Arrowood on Tuesday to present a program on “Vials of Life”. The Vial of Life kit quickly tells emergency personnel important medical information such as medications, ailments, insurance, hospital, and physician information. On Wednesday, Dr. Lassiter from Rutherford Wound Care & Hyperbarics came to talk about the most current treatments offered at the Wound Care center. The Senior Center Advisory Board met on Thursday for the quarterly meeting. Lastly, on Friday we had a program called “Meet the Staff”. This gave new participants an opportunity to learn more about the Center’s staff and their job responsibilities, as well as services and referral programs available at the Senior Center. The staff has also been distributing Farmers Market Coupons this week. The Seniors Farmers’ Market Nutrition Program provides congregate nutrition site participants who do not exceed the monthly income levels of \$1,799 for an individual or \$2,425 combined for a couple with coupons to purchase fresh fruits and vegetables from the local farmers market. Each eligible participant receives \$21 worth of coupons. We received enough coupons to distribute to 65 individuals. The Center continues to stress health and wellness with our Zumba class and Square Dance Class. Our Square Dance Class is on Thursday’s at 4:00 p.m. and we will have Zumba on July 28 at 5:30 p.m.

Social Services

The Department of Social Services Income Maintenance staff continues to plan for the further implementation of Medicaid in the NC FAST System. The agency has been asked to move their hard launch of Medicaid up two weeks due positive performance and maintaining application processing numbers. The regular weekly NC FAST Conference Call was held on Wednesday. Three staff members are attending NC FAST training in Raleigh this week. Matthew Baker from the State NC FAST Office is at the agency this week providing on-site support. Matthew lives in Polk County and primarily provides support to western counties. On Tuesday, the Director and Adult Services staff met with agency attorney, Merri Oxley, to discuss several guardianship and Adult Protective Services cases. The agency has been selected to be a pilot county for SEEK. Subsidized Early Education for Kids is the new attendance reporting and payment delivery system for the Subsidized Child Care Program in North Carolina. Twenty five percent of the centers that the agency makes payments to will be selected to participate. The system will require caretakers to swipe a card, and attendance and payment records will be handled at the State level. During the pilot, agency staff will also maintain records as they are currently for all centers. Participates in the Subsidized Child Care Program have already been issued swipe cards and all centers are equipped with POS machines. The agency is in the process of preparing for the move to the Rutherford Center. When the move is completed, all Income Maintenance Services will be located in the Rutherford Center and all Social Work Services and Child Support will be located in the current DSS Building.

Soil and Water

The Admin/Education Specialist attended and completed the District Meeting Agenda and information folders for the District Board Meeting, and sent notices for the Farmland Preservation Meeting and Watershed Commission meeting. The Ag Cost Share Technician worked on CSP contracting with NRCS, had toolkit training with NRCS staff, attended a PL566 (High hazard dam) meeting with state officials and attended the Soil and Water Board meeting.

Solid Waste

The landfill served 316 customers, hauled 61 loads from convenience centers, shipped 28 loads to Lenoir and sent out two recycling trailers. The textile recycling folks are coming twice a week to pick up recycled textiles. The Director has attended several meeting this week including the weekly landfill meeting with the County Manager, conference call with David Odom on MSW study, conference call with Southeast Recycling Development Council, and a meeting with the textile recycling folks. Also, the Director has been working on quotes for the rail-trail and airport. The staff has been busy performing everyday job duties and the have started bush hogging at the airport. The shop staff has been busy replacing the starter on truck 518, and inspecting other vehicles and equipment.

The solid waste code enforcement officer report is as follows.

Active cases 10
Closed cases 1
Citations written 0
Letters written 0
Community service workers 5
Community service reports 1

Tourism Development Authority

The TDA reported the following for the past week:

- Facebook content management
- Media impressions tracking and clipping
- Continued production for Cycle North Carolina event
- Creation of TDA Media Kit for key meetings
- Continued conference calls, meetings, research and production of TDA Travel Guide
- Updates to Everwonder events calendar, VisitNC.com Extranet and TDA website
- Collection of items for NC Commissioners gift basket and delivery to county office
- Delivered Rutherford County Tourism pitch sheets for Rutherford County Airport visitors to Rutherford County EDC office
- Continued Schoox setup
- Visited stakeholders to collect more brochures for The Welcome Center --Travel Guide: Finalizing copy, images, comps, etc. – Weddings, Regional & Back Cover to come; Coordinating with printer for initial production of 10,000 copies that will be distributed to the Welcome Center and lodging properties -- Coordinating with Nxtbook to post Travel Guide online from Website Home Page --UNC-TV – preproduction meeting – Followed up with blogger for media rates in September
- Working on editorial calendar – agreed to start with Fall Foliage & Holiday
- Getting quotes for company to take Website leadership
- Communicated with Arnett Muldrow on final Wayfinding Master Plan report
- Held VIN meeting

Transportation Services

EMS Personnel responded to 166 emergency calls and 60 convalescent calls. The Director met with the Medical Director and Rutherford County Rescue to continue contract negotiations, and met with staff from Davita Dialysis to discuss transportation issues for EMS and Transit.

Transit drove 10,728 miles, completed 1,213 local trips and 72 out of county trips, transported 256 unduplicated passengers and collected \$15,777 in revenue. The State finalized its budget and did not include a broker for Medicaid transportation. This has been a huge relief to Transit and our projected services for this fiscal year.

Veteran Services

The Veterans Services Office had 77 mail-ins, 0 facsimiles, 98 mail-outs, 74 telephone contacts, and 169 veteran contacts.

County Commissioners

William Eckler, Chairman
Eddie Holland, Vice Chairman
Greg Lovelace

Julius Owens
Roger Richard

Carl Classen, County Manager
Hazel S. Haynes, Clerk to the Board
Richard Williams, County Attorney